

II. Administrative Processes – Quick Reference Guide

9. Unregulated heating oil tank (UHOT) cases

Action	When	Forms	Fee	Other sources of info	Rule citations
The owner of a UHOT must hire a contractor certified for tank closure¹ to remove the tank.				Link to list of contractors and firms certified for UST closure	
If a discharge of heating oil is identified notify the DEP hotline	Immediately after discharge is identified (15 min)	NA	NA	1-877 WARNDP or 1-877-927-6773	7:26E-1.4(b)
The owner of a UHOT must hire a certified subsurface evaluator² or a Licensed Site Remediation Professional (LSRP) to remediate all contamination associated with the UHOT.				Homeowner's Guide to UHOT General UHOT Guidance	7:26C-13.2
Funding for remediation is available from the State from the Petroleum Underground Storage Tank Remediation, Upgrade And Closure Fund.	After a discharge from the tank is identified.	NA	\$250	UST Fund Information	7:26C-12
Conduct remediation of all contamination associated with the UHOT pursuant to the Technical Rules, N.J.A.C. 7:26E					
If the remediation is conducted by a certified subsurface evaluator , a Remedial Action Report must be submitted to the Department requesting an NFA letter.	When remediation is complete	A certification by certified subsurface evaluator UHOT Program Questionnaire	\$400	Submit to: NJDEP Case Assignment/Initial Notice PO Box 434 Trenton, New Jersey 08625-0434 Link to list of subsurface evaluators	7:26C-13.3
If the remediation is conducted by an LSRP , a Remedial Action Report must be submitted to the Department with a response action outcome (RAO).	When remediation is complete	LSRP Notification of Retention or Dismissal Form Remedial Action Report	\$400	Submit to: NJDEP Case Assignment/Initial Notice PO Box 434 Trenton, New Jersey 08625-0434	7:26C-13.4

Three electronic copies of all data, documents and information concerning the remediation are required.		Response Action Outcome Form		Link to list of LSRPs with Temp licenses Guidance for the Issuance of Response Action Outcomes	
Special Conditions - The owner of the UHOT must obtain prior Department approval for the following situations 7:26C-13.5					
The discharge results in an Immediate Environmental Concern (IEC).	Immediately follow the Technical Requirements for IEC	NA	NA	IEC quick reference guide.	7:26C-13.5(a) and 7:26E-1.14
The remedy includes a discharge to ground water requiring a New Jersey Pollution Discharge Elimination System permit (DGW).	Prior to initiating the discharge to ground water.	NA	NA	Discharge to ground water (DGW) proposals - under a NJPDES permit-by-rule quick reference guide.	7:26C-13.5(b)1 and 7:26E-7.2
The remedy includes a discharge to surface water requiring: <ul style="list-style-type: none"> • A New Jersey Pollution Discharge Elimination System General Permit; or • An On-Scene Coordinator Discharge Authorization 	Prior to initiating the discharge to surface water.	NA	NA	For discharges to surface water requirements see Discharge to Surface Water Proposals quick reference guide – coming soon.	7:26C-13.5(b)2

Footnotes

1. All individuals **and** firms performing removal activities must hold or be overseen by an individual and firm holding a Certification for Closure in accordance with N.J.A.C. 7:14B-16.
2. All individuals **and** firms performing remediation activities on regulated and unregulated tanks must hold or be overseen by an individual and firm holding a Certification in Subsurface Evaluation in accordance with N.J.A.C. 7:14B-16.

Please note a firm may be certified in both Closure and Subsurface Evaluation.

Funds are available for removal and replacement of non-leaking UHOTs through NJ Economic Development Authority. See <http://www.njeda.com/> for more information.

- **For more information about UHOT requirements see:**
 - UHOT Information: UHOT Program at (609) 633-0544, Gary.Sanderson@dep.state.nj.us.
 - UHOT Frequently Asked Questions - Coming Soon